

**Board of Towing and Recovery Operators  
Application Work Group Meeting  
2601 W. Broad Street, 2<sup>nd</sup> Floor  
Richmond, Virginia 23220**

**May 8, 2012 at 12:30 pm**

**Members Present:**

Scott Wyatt  
John J. Beall, Jr.

**Staff Present:**

Barbara Drudge

**Members Absent:**

Lt. R. C. Hardison

**Meeting Called to Order:**

The meeting was called to order at 12:55 pm, and Scott Wyatt and John J. Beall, Jr. were present.

**Public Comments:**

There were no public comments.

**Acceptance of Meeting Minutes:**

On a motion made by Mr. Wyatt and seconded by Mr. Beall, the minutes from the April 17, 2012 Application Work Group meeting were approved unanimously.

**Executive Session:**

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:57 pm to go into closed session to review criminal background histories for licensing and credentialing approval, pursuant to the exemption granted under Section 2.2-3711(A)(4) of the Code of Virginia..

The Application Work Group reconvened at 1:14 pm. Mr. Beall stated that only matters exempt under Virginia Code Sections 2.2-3711(A)(4) relating to a review of the criminal background histories for licensing and credentialing approval were discussed or considered during the closed meeting. Roll call by the Application Work Group to accept the above statement was unanimous. The Committee reviewed and approved six driver authorization applications.

**Other Business:**

There was no other business before the Application Work Group.

**Next Meeting:**

The next meetings are scheduled for June 5, 2012 and June 26, 2012 at 12:30 pm..

**Adjournment:**

Mr. Beall moved to adjourn the Application Work Group meeting, and Mr. Wyatt seconded the motion. The motion passed unanimously, and the meeting adjourned at 1:16 pm.